NC E-Procurement Upgrade Go-Live Postcard #10
School System Edition

The Upgrade is Underway! The **upgrade of NC E-Procurement is underway**, and the new system will go live on Tuesday, July 3rd. Please note that the **old system was taken offline** on Thursday, June 28th, at 5pm, to perform the upgrade. As a result, the Buyer Help Desk is closed for calls until Tuesday, July 3rd, at 7:30 am, as the team prepares for the go-live date. The NC E-Procurement Help Desk is open for vendor or billing-related questions during this timeframe. The new NC E-Procurement system will have the same web site address as the current system: https://buyer.ncgov.com/Buyer/Main. Your bookmarks and links to the NC E-Procurement website will now take you to the new login page.

Training Options There are several kinds of training available for your use as the first week of using the upgraded NC E-Procurement system approaches. Take advantage of a variety of training types offered, and try it out for yourself in the training environment:

- "What's New" Training Recorded Webinar

- Job Aids

- Web-Based Training Courses

- Go-Live Postcards and presentations

- Training Environment

Note: A user name and password is required to access some of these documents. Please contact the NC E-Procurement Help Desk at ephelpdesk@its.nc.gov to obtain this information.

Feature Focus: History Tab The History Tab provides a summary of the actions that have taken place on an approvable item, such as a requisition, receipt, or eForm. It now includes the history of edited and deleted comments for audit purposes. To access this information, click the 'History' tab on a requisition and click 'Comments' to view the deleted comment. For more information about the History tab, please view the "What's New" Training Recorded Webinar.

Follow-Up

We sent this postcard to NC E-Procurement school system users, purchasing directors, and finance officers.

Questions about information covered in this Postcard? Send an e-mail to: ephelpdesk@its.nc.gov